

SCORECARD DETAIL-Office of Community and Economic Development

Details - Base View

None Initiatives Processes

Default 

The Office of Community and Economic Development (OCED) administers federal and state funding programs including the Community Development Block Grant (CDBG) the HOME Investment Partnerships Program (HOME), the Documentary Stamp Surtax (SURTAX), and the State Housing Initiatives (SHIP), all designed to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for low-income and moderate-income persons.

1.0 Customer 

Name	As of Date	Actual	Business Plan Goal	FYTD Actual	FYTD Goal
<u>Maximize the use of existing Section 8 New Construction Units (536)</u>					
<u>Occupancy Rate</u>	Nov 2008	89 %	97 %	90 %	97 %
<u>Occupied Units</u>	Nov 2008	493	520	495	520
<u>Vacant Units</u>	Nov 2008	43	16	42	16
<u>Maximize the use of existing Affordable Units (623)</u>					
<u>Occupancy Rate</u>	Nov 2008	98 %	97 %	98 %	97 %
<u>Occupied Units</u>	Nov 2008	617	604	615	604
<u>Vacant Units</u>	Nov 2008	6	19	8	19
<u>Expand economic opportunities for low and moderate income people</u>					
<u>Number of business receiving financial assistance through OCED financial programs</u>	FY08 Q4	108	100	438	400
<u>Number of businesses receiving financial assistance through Microlenders</u>	FY08 Q3	86	50	225	150
<u>Number of jobs created and/or retained through OCED programs or activites</u>	FY08 Q4	551	500	2110	2000
<u>Provide decent and affordable housing for low and moderate income people</u>					
<u>Number of families receiving Tenant Based Rental Assistance</u>	n/a	n/a	n/a	n/a	n/a
<u>Number of projects receiving technical assistance for affordable housing</u>	n/a	n/a	n/a	n/a	n/a
<u>Total number of new housing units and rehabilitated units completed (CDBG/HOME)</u>	n/a	n/a	n/a	n/a	n/a
<u>To Complete 210 housing units per quarter - (840 per year) SORTIE</u>	FY08 Q4	418 Housing Units	210 Housing Units	418 Housing Units	210 Housing Units
<u>Number of households provided homebuyer assistance</u>	FY07 Q4	48	45	190	210
<u>Foster a suitable living environment for low and moderate income people</u>					
<u>Number of capital improvement projects completed</u>	FY07 Q4	1	1	5	3

Maximize customer satisfaction with the services provided by the Office of Community and Economic Development

<u>Contract development/technical assistance visits and/or in OCED office</u>	Cal07	422	420	n/a	n/a
<u>Secret Shopper Score (OCED)</u>	Cal05	3.3	4.0	n/a	n/a
<u>Contract Development Workshops</u>	Cal07	112 # of people	85 # of people	n/a	n/a
<u>Contract development workshops and one on one technical assistance.</u>	Cal08	115	85	n/a	n/a
<u>Mayor`s Community and Economic Development Initiative</u>	FY08 Q3	4	4	n/a	n/a

2.0 Financial

Name	As of Date	Actual	Business Plan Goal	FYTD Actual	FYTD Goal
<u>Meet Budget Targets [Office of Community and Economic Development]</u>					
<u>Revenue: Total (OCED)</u>	FY09 Q1	\$157,997 K	n/a	\$157,997 K	n/a
<u>Expen: Total (OCED)</u>	FY09 Q1	\$25,217 K	\$55,699 K	\$25,217 K	\$55,699 K
<u>CDBG Quarterly Drawdown Ratio</u>	Dec 2008	1.53	n/a	n/a	n/a
<u>Positions: Full-Time Filled (OCED)</u>	FY09 Q1	111	(100 - 128)	n/a	(n/a - n/a)
<u>Ensure the expenditure of allocated funds for capital improvement projects</u>					
<u>Dollars allocated to OCED for investment in capital improvement projects</u>	FY08 Q1	1,295,859	1,250,000	1,295,859	1,250,000
<u>Dollars committed by OCED for capital improvement projects (Open Projects)</u>	FY08 Q1	945,702	945,000	945,702	945,000
<u>Dollars expended by OCED for capital improvement projects (Completed Projects)</u>	FY08 Q1	350,157	350,000	350,157	350,000

3.0 Internal

Name	As of Date	Actual	Business Plan Goal	FYTD Actual	FYTD Goal
<u>Develop available land for the benefit of underseved and/or distressed areas</u>					
<u>Number of in-fill parcels disposed or under development</u>	FY08 Q2	10	7	17	14
<u>Increase the completion of capital development projects</u>					
<u>Number of Capital Improvement Projects completed</u>	n/a	n/a	n/a	n/a	n/a
<u>Number of Capital Improvement Projects underway</u>	FY08 Q1	32	23	n/a	n/a
<u>Improve the timely completion of development projects</u>					
<u>Percent of contracts issued on a timely basis (FITNESS/SORTIE)</u>	Cal07	82 %	85 %	n/a	n/a

Contract development workshops and one on one technical assistance.

Cal08

 115

85

n/a

n/a

4.0 Learning and Growth

Name	As of Date	Actual	Business Plan Goal	FYTD Actual	FYTD Goal
<u>Ensure an optimal staff to workload ratio for employees</u>					
<u>Average number of CDBG activities per contract officer</u>	FY08 Q1	 14	14	 14	14
<u>Average number of non CDBG activities per Contract Officer</u>	FY08 Q2	 3	6	 3	6
<u>Continually improve the skills of OCED staff</u>					
<u>Percent compliance with mandatory training (Ethics, Cyber Security, etc.)</u>	FY06 Q4	 40 %	90 %	n/a	n/a

Scorecard Exception Report

Scorecard Owners: [Cintron, Jose](#)

Linked Objects

Hide All

Child Scorecards

	Owners
Housing Asset Management	Brown, Clarence Nay, Freddie
Administrative Services Division	Ashford, Awilda De La Pava, Jaime Guaraz, Leyani Hernandez, Jose A. King-Allen, Irelene
Community and Economic Development Division (CED)	White, Tangie Wrinn, Dennis
Housing Development and Loan Administration (O.C.E.D. - Surtax and S.H.I.P.)	Ahmed, Zafar Martinez, Sheila Prats, John
Urban Revitalization Task Force	Conliffe, Clint Moore, Karen
Empowerment Zone	White, Tangie
Homebuyer Assistance and Rehab Program	Glasgow, Rickert

Parent Scorecards

	Owners
Office of Community and Economic Development (Fiscal Year January to December) - Superceded	Ahmed, Zafar Ashford, Awilda Cintron, Jose Glasgow, Rickert Hernandez, Jose A.
ACM Scorecard - Curry, Cynthia	Cintron, Jose Curry, Cynthia Morlote, Mario

Program Groups

There are no program groups linked at this time.

Initiatives

	As Of	Budget	Timing	%	Status	Cost	Owners
Enterprise Zone RFA	06/30/2008	n/a	n/a	70%	In Progress		Bravo, Jose
GOB Affordable Housing Development Plan	03/31/2008			25%	In Progress		Prats, John Ahmed, Zafar Martinez, Sheila
Customer Satisfaction	03/31/2008			25%	In Progress		Prats, John
Initiate a Housing Developer Workshop	05/24/2008	n/a	n/a	100%	Complete		Prats, John Ahmed, Zafar Martinez, Sheila
Improve the Loan Subordination Apporval process	06/30/2008	n/a	n/a	100%	Complete		Prats, John Guaraz, Leyani
Foreclosure Prevention Program	03/31/2008	n/a		10%	In Progress		Prats, John Martinez, Sheila Guaraz, Leyani
Loan servicing system feasibility	06/30/2008	n/a	n/a	n/a	On Hold	650000	De La Pava, Jaime Hernandez, Jose A.
Business Process Reengineering	03/31/2008	n/a	n/a	15%	In Progress		Glasgow, Rickert
FY 2008-2012 Consolidated Plan	03/31/2008	n/a	n/a	95%	In Progress	100000	Ahmed, Zafar
CDBG 2005 Disaster Recovery Initiative (\$16.1 M)	12/31/2007	n/a	n/a	35%	In Progress	16100000	White, Tangie Colon, Sonia
CDBG 2006 DISASTER RECOVERY (\$24.0M)	12/31/2007	n/a	n/a	10%	In Progress	24000000	White, Tangie Colon, Sonia
Semi-Annual Recapture analysis	03/31/2008	n/a	n/a	100%	Complete		White, Tangie
Submit the FY08 Action Plan to USHUD	03/31/2008	n/a	n/a	100%	Complete		Glasgow, Rickert Ahmed, Zafar
Complete the FY08 Business Plan	03/31/2008	n/a	n/a	100%	Complete		Glasgow, Rickert Ahmed, Zafar

Processes

There are no processes linked at this time.

External Links



- [OCED Business Plan \(FY07-08\)](#)
- [OCED Budget \(FY07\)](#)
- [FY 2008-2012 Consolidated Plan](#)
- [OCED Business Plan \(FY08-09\)](#)

Attached Docume...



Last Updated Checked Out By

- [Consolidated Plan Planning Chart](#) 10/22/2007 [\[Check Out\]](#)
- [OCED Sortie/Fitness Challenge](#) 05/16/2007 [\[Check Out\]](#)

Comments



Author/Date	Comment	Show All
<u>Rickert Glasgow</u> <u>10/18/2007</u>	<p>The consolidation of the Division of Loan Administration (DLAD) under the Office of Community and Economic Development (OCED) has resulted in an increased focus on housing related activities at OCED. With the addition of SURTAX and SHIP funds to the department's revenues base, approximately 70% of the Department's resources are now used in support of housing related activities. Additionally, the Department's efforts to accelerate the implementation of a multi-family affordable housing development program, utilizing \$137.7 million of Building Better Communities General Obligation Bond funds, has served to further focus the department resources on housing related activities. Due to the significant change in the scope of the Department's responsibilities, a major overhaul of the department's deliverables has been undertaken.</p>	<u>Edit</u>